

APPENDIX N

National Aeronautics and
Space Administration

Request for Cannibalization/Modification of Controlled Equipment

Note. --See instructions on reverse. Please type or print clearly.

NAME OF REQUESTER	ORG. CODE	TYPE OF REQUEST <input type="checkbox"/> CANNIBALIZATION <input type="checkbox"/> MODIFICATION	DOCUMENT NO.
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SECTION I: EXISTING EQUIPMENT

DESCRIPTION (Include item name, manufacturer, model number, serial number, etc.)

EQUIP. CONTROL NO.	USER DIVISION	EQUIPMENT LOCATION	CONDITION CODE	ACQ VALUE
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SECTION II: EQUIPMENT CHANGE DATA

DESCRIPTION (Include, new name, value and name of new/remaining components; type and value of residue, if cannibalization, estimated overall value)

SECTION III: CANNIBALIZATION/MODIFICATION

DESCRIPTION (Give justification for dismantling, alteration, change, removal, etc. Continue on separate sheet, if necessary)

SIGNATURE OF REQUESTER	PHONE NO.	DATE:
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SECTION IV: CERTIFICATION

I CERTIFY THAT IF THE ABOVE ITEM(S) IS (ARE) APPROVED FOR CANNIBALIZATION, THE RESIDUE WILL BE TURNED IN TO THE PROPERTY DISPOSAL OFFICER FOR FURTHER UTILIZATION OR DISPOSITION.

SIGNATURE OF PROPERTY CUSTODIAN	PHONE NO.	DATE:
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SECTION V: ACTIONS

USER DIVISION/DIRECTORATE REVIEW

APPROVED <input type="checkbox"/> YES <input type="checkbox"/> NO	REASON (if checked "No")
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NAME AND TITLE	SIGNATURE	DATE:
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CONTRACTING OFFICER'S OR OTHER OFFICIAL'S REVIEW, AS REQUIRED

APPROVED <input type="checkbox"/> YES <input type="checkbox"/> NO	REASON (if checked "No")
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NAME AND TITLE	SIGNATURE	DATE:
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SUPPLY AND EQUIPMENT MANAGEMENT OFFICER OR CONTRACT PROPERTY ADMINISTRATOR REVIEW

APPROVED <input type="checkbox"/> YES <input type="checkbox"/> NO	REASON (if checked "No") AND REMARKS
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NAME	SIGNATURE	DATE:
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GENERAL INFORMATION

Cannibalization refers to the dismantling, disassembly, or tearing down of an item of controlled equipment or parts, or for fabricating another equipment item. Modification refers to a basic or fundamental change made to an equipment item to give a new orientation, or to configure the item for a new purpose. Cannibalization and modification are permissible only when they serve the best interest of the Government and are properly authorized and recorded.

INSTRUCTIONS

Requester. - Person petitioning cannibalization or modification.

Document No. - Leave blank. A transaction number assigned by the NASA Equipment Management System (NEMS) for maintaining accountability of the controlled item.

Section I. - Requester annotates attachment of NASA Form 1602(s) for full description; or, if unavailable, enters self-explanatory data.

Section II. - Requester enters new description, including: (1) item name, if changed; (2) value and name of new components; (3) value and name of remaining components; (4) type and value of residue (e.g., cabling, metal pieces), if cannibalization accomplished; and (5) estimated overall value.

Section III. - Requester enters a complete justification for cannibalization or modification and (1) forwards to the cognizant properly custodian for certification if a cannibalization; (2) forwards to division/directorate for approval.

Section IV. - Self-explanatory.

Section V. - Self-explanatory.

GENERAL INFORMATION

1 - Unused good	7 - Repairs required good
2 - Unused fair	8 - Repairs required fair
3 - Unused poor	9 - Repairs required poor
4 - Used good	X - Salvage
5 - Used fair	S - Scrap
6 - Used poor	

Note. - The Supply and Equipment Management Officer will notify the requester if the cannibalization/modification is approved/disapproved.